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PART-IIA

GOVERNMENT OF MEGHALAYA ORDERS BY THE GOVERNOR

NOTIFICATIONS

The 10th March, 2016.

No.GAB.112/89/418.—The Governor is please to amend the Meghalaya State Guest Rules, 1991 as follows:-

- Short title and commencement :-** (1) These rule may be called the Meghalaya State Guest (Amendment) Rules, 2016.
(2) They shall come into force at once.
- Insertion of new rule (10A) :-** After rule (10) of the Meghalaya State Guest Rules, 1991, the following new rule (10A) shall be inserted, namely:

“(10A) A retired Chief Justice and retired Judge of High Court of Meghalaya shall be treated as State Guest for the purpose of security, accommodation and conveyance and protocol only whenever such retired Chief Justice and retired Judge visit Meghalaya, Kolkata and Delhi where the State Government has its establishment and such State Guest facilities shall be for a period not exceeding seven days”.

P. W. INGTY,

Principal Secretary to the Govt. of Meghalaya,
General Administration Department.

The 4th March, 2016.

No.JHADC/GENL/Law Cell/22/20/4/11.—On the recommendation of the District Council Selection Board, Jaintia Hills Autonomous District Council, Jowai *vide* letter No.JHADC/GENL/DCSB/1/2016/32, dated 19th February, 2016, the Executive Committee, Jaintia Hills Autonomous District Council, Jowai is pleased to appoint **Shri Anoriphy Ksoo** as **Law Officer** in Law Cell, General Department in the scale of pay of Rs. 17000-470-20290-EB-560-25330-760-33690/- p.m. *plus* other allowances as admissible under the rules in force with effect from the date of joining the post.

The appointment is purely temporary and may be terminated at any time without notice or assigning any reason thereof.

R. PHAWA,
Secretary,
Executive Committee,
Jaintia Hills Autonomous District Council,
Jowai.

The 4th March, 2016.

No.JHADC/GENL/18/2003/78.—The Executive Committee, Jaintia Hills Autonomous District Council, Jowai is pleased to appoint **Shri Pyllang Nongbri**, Advocate as **Co-Chairman Rules Advisory Committee**, Jaintia Hills Autonomous District Council, Jowai with immediate effect and until further orders.

The Co-Chairman shall be paid with Honorarium of Rs.20,000/- per month.

R. PHAWA,
Secretary,
Executive Committee,
Jaintia Hills Autonomous District Council,
Jowai.

The 4th March, 2016.

No.JHADC/GENL/Law Cell/22/2014/12.—On the recommendation of the District Council Selection Board, Jaintia Hills Autonomous District Council, Jowai *vide* letter No. JHADC/GENL/DCSB/1/2016/32, dated 19th February, 2016, the Executive Committee, Jaintia Hills Autonomous District Council, Jowai is pleased to appoint **Smti. Fiona Lyngdoh** as **Assistant Law Officer** in Law Cell, General Department in the scale of pay of Rs.16300-410-19170-EB-530-23940-720-31860/- p.m. *plus* other allowances as admissible under the rules in force with effect from the date of joining the post.

The appointment is purely temporary and may be terminated at any time without notice or assigning any reason thereof.

R. PHAWA,
Secretary,
Executive Committee,
Jaintia Hills Autonomous District Council,
Jowai.

The 23rd February, 2016.

No.GDC-L/1/SN/ 2015/44.—Under Rule 36 (1) of the Assam and Meghalaya Autonomous Districts (Constitution of District Councils) Rules, 1951, as amended, I, Shri Boston Ch. Marak, Chairman of the Garo Hills Autonomous District Council, do hereby summon the 3rd Session of the Garo Hills Autonomous District Council to meet at 11A.M. on 29th March, 2016 in the District Council Session Hall at Tura.

BOSTON CH. MARAK,
Chairman,
Garo Hills Autonomous District Council,
Tura.

The 18th March, 2016.

No.PISC(G)16/2010/136.—The Screening Committee for implementation of the Assured Career Progressive Scheme (ACPS) of Fisheries Department held on 7th March, 2016 has recommended the grant of financial upgradation under the Scheme on the basis of issue of the O.M. No.F(PR)76/2009/54, dated 22nd February, 2010 in respect of the following Officer's:-

Shri. Gilbert Marak, 2 nd Financial upgradation with effect from 22-2-2010	Present Scale of Pay Rs.17000-470-20290-EB-560- 25330-760-33690	Upgraded Scale of Pay. 18300-500-29800-EB-650-27000- 810-35100
Smti. Nantinora Kharbuli, 2 nd Financial upgradation with effect from 29-9-2010	-do-	-do-
Shri. Armistice Jyrwa, 2 nd Financial upgradation with effect from 16-9-2010	-do -	-do-

A. V. RANEE,

Under Secretary to the Govt. of Meghalaya,
Fisheries Department.

OFFICE OF THE JAINTIA HILLS AUTONOMOUS DISTRICT COUNCIL, JOWAI
ACTS, RULES AND REGULATIONS MADE BY
JAINTIA HILLS AUTONOMOUS DISTRICT COUNCIL, JOWAI.

The 15th December, 2015.

No.JHADC/LEG/11/2015/19:- In pursuance of paragraph 11 of the Sixth Schedule to the Constitution of India, the following Rules of the Jaintia Hills Autonomous District Council is hereby published for general information: -

THE JAINTIA HILLS AUTONOMOUS DISTRICT (TRADING BY NON-TRIBAL)
RULES, 2015

Approved and Passed by the Jaintia Hills Autonomous District Council in its Winter Session held on the 26th November 2015.

Published in the Gazette of Meghalaya on the 31st March, 2016.

Preamble: In exercise of the powers conferred by section 17 of the Jaintia Hills Autonomous District (Trading By Non-Tribal) Regulation (Act), 2011 the Executive Committee with the approval of the District Council, Jaintia Hills Autonomous District, is pleased to make the following rules for carrying out the purposes of the aforesaid Act;

CHAPTER – I

1. Short title, extent and commencement:-

- (1) These Rules may be called the Jaintia Hills Autonomous District (Trading by Non-Tribal) Rules, 2015.
- (2) They shall have the like extent as the Regulation under which they are framed.
- (3) They shall come into force at once.

2. Definitions:-

- (1) In these Rules unless there is anything repugnant or the context otherwise requires: -

- (a) "Agent" means a person duly authorized by the Licensee to perform his business transaction covered by the latter's licence.
- (b) "Applicant" means a person who has made an application under Rule 3 to the Licensing Officer for grant of trading licence.
- (c) "Business" means the carrying out of any trade as defined under the Regulation.
- (d) "Executive Committee" means the Executive Committee of the Jaintia Hills Autonomous District Council and the term "Chief Executive Member" and "Member of the Executive Committee" shall be construed accordingly.
- (e) "Gazette" means the Gazette of Meghalaya.
- (f) "Hawking" shall include the sale of food items, agricultural produces, household utensils, textile pieces, readymade garments, cosmetics and ornaments, livestock products and any other items of trade carried on head load, pull cart etc.
- (g) "Industrial units" include small industry, cottage industry, medium scale industry or large scale industry for the manufacture of semi-finished products or finished products for commercial purpose.
- (h) "Licence" means a licence issued to non-tribal under the Regulation and the Rules made thereunder and the word "Licensee" shall be construed accordingly.
- (i) "Licensing Officer" means such Officer appointed or assigned or empowered by the Executive Committee for the purpose of carrying out the powers and functions of the Licensing Officer under the Regulation and these Rules.
- (j) "Livestock" includes oxen, bulls, cows, buffaloes, horses and mares ponies, sheep, lambs, goats, pigs and sows, cock and hens, ducks and drakes, ganders and geese and other of the like nature.
- (k) "Non-Tribal" means a person who is not a tribal.
- (l) "Officer" means an Officer appointed or empowered by the Executive Committee to carry out the duties and functions under the Regulation and these Rules.

- (m) "Person" shall have the same meaning as defined under the Regulation.
 - (n) "Purchase" includes possession of commodities either on payment of money or otherwise.
 - (o) "Prescribed" means prescribed by the Regulation or by these Rules.
 - (p) "Profit-earning institutions" shall include all institutions where fees have been levied in any form for service imparted.
 - (q) "Retail" means sales of any goods or commodities to consumers in small or broken parts and the word "Retailer" shall be construed accordingly.
 - (r) "Regulation" means the Jaintia Hills Autonomous District (Trading by Non-Tribal) Regulation (Act), 2011.
 - (s) "Rule" means the Rules made under the Regulation.
 - (t) "Sales" means disposal of any goods or commodity either by direct cash transaction or credit or exchange in any form.
 - (u) "Schedule" means a schedule attached to the Rule.
 - (v) "Secretary, Executive Committee" means the Secretary, Executive Committee of the Jaintia Hills Autonomous District Council.
 - (w) "Stockist" means a person who keeps any goods or commodity in stock.
 - (x) "Wholesale" means sale of any goods or commodity to retailer in large quantity.
 - (y) "Weekly markets" shall include all such markets or hats in the Autonomous District where wholesale or retail transactions are carried out only on specific day(s) of the week and not on daily basis.
- (2) Any expression not defined in these Rules but occurring therein shall be deemed to have the same meaning in which they are used in the Regulation under which these Rules are made.

3. Application for Grant of Trading Licence:-

(1) Persons intending to carry on any trade mentioned in Schedule – I shall apply for Trading Licence to the Licensing Officer, Jaintia Hills Autonomous District Council in Form “A” of these Rules, which is obtained on payment of Rs. 20/- (Rupees Twenty) only per Form or at the rate as may be notified by the Executive Committee from time to time.

(2) The application shall be filed in triplicate and shall be accompanied by:-

- (a) Elector Photo Identity Card.
- (b) Two passport size photographs.
- (c) Recommendation of the village headman duly approved by the Local Dorbar.
- (d) A copy of the Memorandum and Articles of Association of the company, where the Applicant is a body corporate, and similar applicable documents of incorporation, registration or agreement in case of other business entities.
- (e) Such other documents or information as the Licensing Officer may seek such as:
 - (i) Permanent Residential Certificate issued by the Deputy Commissioner or Collector or Panchayat of the place of residence of the applicant.
 - (ii) Police verification report.
 - (iii) An affidavit by the Applicant.

(3) Such application shall be accompanied by a non-refundable application fee of Rs. 200/- (Rupees Two hundred) only or at the rate as may be notified by the Executive Committee from time to time.

4. Scrutiny of Application and Calling for Additional Information

(1) Upon receipt of the application for grant of licence, the Licensing Officer shall within a period of 7 (seven) days scrutinize the application, and if required

for additional information or documents, shall direct the applicant to file such additional information or documents within a period of 10 days from the date of the order.

(2) If the Licensing Officer finds that the application and the accompanying documents are complete in all respects or upon receipt of the additional information or documents, shall proceed with the application under Section 4 of the Regulation within a period of three weeks.

(3) The Licensing Officer shall thereafter pass an order recommending the grant of trading licence and submit the same to the Executive Committee for approval.

(4) Where the Licensing Officer after due processing of the application considered it to be rejected, he shall inform the applicant of such refusal enclosing a copy of the reasoned order.

(5) The Licensing Officer shall dispose the application within a period of forty five days from the date of receipt of the application.

5. Grant of Trading Licence:-

(1) On receiving the recommendation of the Licensing Officer, the Executive Committee may approve or refuse to grant the Trading Licence.

(2) If the Executive Committee approved to grant the Trading Licence, the Licensing Officer shall inform the applicant of such approval, advise him to pay the licence fee and issue the licence along with the conditions as prescribed in Form "B" of these Rules upon receiving the original treasury challan/cash receipt as the case may be by duly observing the procedures as prescribed under Rule 10.

(3) Where specific classification of trade into small, medium and big, wherever applicable, has not been fixed in Schedule-II, the Licensing Officer shall examine and recommend such classification to the Executive Committee for consideration and approval and the classification as duly approved by the Executive Committee shall take effect from the date of approval.

6. Rejection of Application for grant of licence:-

(1) On receiving the recommendation of the Licensing Officer, the Executive Committee shall have the power to call for further inquiry; otherwise after giving due opportunity of hearing to the applicant may grant the trading licence or reject the application for reasons to be recorded in writing.

(2) Where the Executive Committee has rejected the application, the Licensing Officer shall inform the applicant of such rejection enclosing a copy of the reasoned order of the Executive Committee.

7. Executive Member incharge:-

Subject to such arrangement as may be made by the Executive Committee, the Executive Member in-charge may act on behalf of the Executive Committee for the purpose of carrying out the provisions of Rules 4, 5 and 6 above.

8. Term of the Licence:-

(1) The Trading Licence shall commence from such date as the Licensing Officer may specify in the Licence.

(2) The licence issued or renewed under these Rules shall be valid for a period of one year from the date of commencement, unless it is suspended or cancelled by the Licensing Officer in accordance with the provisions of the Regulation and these Rules.

9. Display of the Licence:-

The licensee shall display the licence number and the date of issue and expiry of the licence under the signature of the Licensing Officer in a conspicuous place at the principal place of business and other branch of business.

10. Licence Fee:-

(1) Every licensee shall pay a licence fee as specified in the Schedule - II appended to these Rules in the manner as specified in sub-rules (2) and (3) below on or before a specified date as may be fixed by the Licensing Officer.

(2) The licence fee below Rs. 10000/- (Rupees Ten Thousand) only may be deposited by the licensee either by treasury challan as provided in sub-rule (3) below or by cash in the Receipt Cell, Jaintia Hills Autonomous District

Council, Jowai and a copy of the treasury challan/receipt shall be furnished to the Licensing Officer.

- (3) All licence fee of Rs 10000/- (Rupees Ten Thousand) only and above shall be deposited in the Treasury by the Licensee by treasury challan duly passed by the Licensing Officer or duly authorized Officer of the Jaintia Hills Autonomous District Council in the head "*8443 – Civil deposits – 20 – Deposit of Autonomous District Council and Regional Fund Jowai District Council*" and furnish the original copy of the treasury challan duly receipted in the body of the challan by the Bank, to the Licensing Officer.
- (4) The Licensing Officer shall furnish a copy of the treasury challan to the Account Officer in-charge Receipt Cell and verify from the Treasury net of depositing of the receipt to the Council Fund.
- (5) The Licensing Officer shall keep the original copy of the treasury challan in the Taxation Department for maintenance of Accounts and furnish the same to the audit when called for.

11. Renewal of Licence:-

- (1) An application for renewal of licence in Form A shall be submitted to the Licensing Officer thirty days before the date of expiry of the licence and accompanied by a renewal fee of Rs. 200/- (Rupees Two hundred) only or at the rate as may be notified by the Executive Committee from time to time.
- (2) If the licensee fails to apply for renewal of the licence within a period of Fifteen days from the date of expiry, he shall be liable to pay a penalty of an amount equivalent to one per centum of the annual licence fee per day till the date of renewal or at the rate as may be notified by the Executive Committee.
- (3) If the licensee fails to apply for renewal of his licence within a period of Ninety days from the date of its expiry, the licence shall automatically stands cancelled and ceased to operate and the Licensing Officer shall seize the licence and close down the trade.
- (4) Renewal of licence may be granted in the manner as provided in Rule 5.
- (5) The Licensing Officer may for reasons to be recorded in writing refuse to renew the licence on the ground that the licensee or his agent or agents had

acted in contravention of any of the provisions of the Regulation or of any of the Rules made under the Regulation or any of the conditions of the licence.

Provided that the Licensing Officer shall not refuse to renew the licence without giving the opportunity of being heard to the licensee.

12. Licensee to notify name of agent:-

- (1) A licensee shall within fifteen days from the date of receipt of the licence, furnish in writing to the Licensing Officer the name or names, detailed particulars and signature or signatures of the person or persons authorized by him to transact his business as specified under the licence granted to him. Thereafter, all acts done or purported to have been done by such person or persons shall be taken as to have been done by the licensee.
- (2) No person unless duly authorized as required in sub-rule (1) of this Rule shall be entitled to act as an agent of the licensee.
- (3) The Licensing Officer shall issue a certificate certifying the name of the agent authorized by the licensee from time to time as may be required.

13. Extension of Licence:-

The licensee may apply in writing to the Licensing Officer for extension of the area and the kinds of trade which is not covered by the licence issued to him. Such application shall be accompanied with the recommendation of the headman and prescribed fee.

14. Report of loss or damage of the Licence:-

- (1) If a licence is damaged, the holder of such licence shall forthwith apply for a duplicate licence.
- (2) If a licence is lost the holder of such licence shall forthwith lodge an F.I.R and apply for a duplicate licence accompanied by a police report.
- (3) The Licensing Officer may, upon receipt of the application and after making such enquiry as may be deemed necessary, issue a duplicate licence on payment a fee of Rs. 250 (Rupees Two hundred fifty) only or as may be prescribed by the Executive Committee from time to time.

15. Power to enter any premises and inspect, search and seize goods, documents, things etc :-

- (1) The Licensing Officer or any Officer duly authorized by the Executive Committee in this behalf may, at any reasonable time enter any premises in which -
 - (a) any goods or commodities which are liable to confiscation under Section 9 of the Regulation; or
 - (b) any books of accounts or documents or things which, in his opinion, will be useful for, or relevant to any proceedings under the Regulation or these Rules, are suspected to have been kept or concealed and may inspect such goods, materials, books of accounts, documents or things and may take such notes or extracts there-from as he may deem fit.
- (2) The Licensing Officer or any Officer when exercising any powers under this Rule shall declare his identity and shall produce his authority in writing to any person affected by the exercise of such powers.
- (3) It shall not be an offence for any person to refuse to comply with any instruction made by the Licensing Officer or any Officer, or to resist or obstruct such Officer in the performance of any office duty under this Rule, if such Officer fails to declare his identity and fails to produce his authority in writing.
- (4) No claim shall lie against any person for any damage or inconvenience necessarily caused by the exercise of powers under this Rule or by the use of any force necessary for the purpose of effecting an entrance under this Rule.
- (5) (a) If the authorized Officer has reason to believe that any goods or commodities are liable to confiscation under Section 9 of the Regulation, he may seize such goods or commodities together with the package, covering or receptacle, if any, in which such goods or materials are found to have been mixed with any other goods or materials.

(b) In all cases of seizure of goods or materials the authorized Officer shall prepare in duplicate the list and particulars of the goods and materials seized under his signature in the presence of two witnesses and give the carbon copy to the person from whom the goods and materials are seized.

(c) Where it is not practicable to seize any such goods or materials, the authorized Officer shall record the particular of such goods or materials with their quantity and serve on the owner of the goods or materials an order that he shall not remove, part with or otherwise deal with the goods or materials except with the previous permission of the authorized Officer.

(d) The authorized Officer may seize any books of accounts or documents or things which, in his opinion, will be useful for, or relevant to any proceedings under the Regulation or these Rules. In such action the authorized Officer shall prepare in duplicate the statement of the list and particulars of the documents seized under his signature in the presence of two witnesses and give the carbon copy to the person from whose custody the documents are seized.

(e) The person from whose custody any documents are seized under this sub-rule, shall be entitled to make copies thereof or take extract therefrom in the presence of the authorized person.

(f) The Licensing Officer or authorized Officer in carrying out his duties under these Rules shall always record the statement of the alleged offender and take his signature in the presence of two witnesses in the statement.

(g) If any person legally entitled to the books of account or other documents or things seized under this sub-rule objects, for any reason, the retention by the authorized person of the books of account or the documents or things, he may move an application to the Executive Member in-charge Trading by non-tribal through the Secretary, Executive Committee stating therein the reasons for such objection, request for the return of the books of account or the documents or things.

(h) Upon receipt of the application under clause (g), the Executive Member in-charge Trading by non-tribal may, after giving the applicant an opportunity of being heard, pass such order as he may deem fit.

(i) An appeal against the order of the Executive Member under clause (h) shall be made to the Executive Committee whose decision shall be final.

16. Custody, Disposal and Forfeiture of seized property:-

The property seized under sub-rule (5) (a) or (c) or (d) of Rule 15 shall be kept under custody or disposed off or forfeited in the manner provided under Section 10 of the Regulation.

17. Compounding of offences:-

- (1) For the purpose of Section 10 (iii) of the Regulation the Licensing Officer or any Officer or Officers duly authorized by the Executive Committee may compound any offence committed by any person under the Regulation or these Rules by making a written offer to the person to compound the offence upon payment by that person of a fine not exceeding twenty-five per centum of the amount of the goods or commodities seized.
- (2) An offer under sub-rule (1) may be made at any time after the offence has been committed but before any prosecution has been instituted.
- (3) Where the amount specified in the offer is not paid within fifteen days or within such extended period as may be granted by the Licensing Officer or any Officer or Officers duly authorized by the Executive Committee, prosecution for the offence may be instituted at any time against the person to whom the offer was made.
- (4) Where an offence has been compounded under sub-rule (1), no prosecution shall be instituted after that in respect of the offence against the person to whom the offer to compound was made.

18. Suspension of licence:-

The Licensing Officer may, by order in writing, suspend the operation of a licence granted under these Rules, where proceedings for cancellation of such licence have been initiated against the licensee.

19. Cancellation of licence:-

- (1) The Licensing Officer may, by an order in writing cancel any licence granted under these Rules if he is convinced that :-
 - (a) the licence has been obtained by fraud, suppression of facts or misrepresentation; or
 - (b) the licensee has committed a breach of any of the conditions of the licence; or
 - (c) the licensee has tampered with the licence in any manner; or

- (d) the licensee has refused to comply with any direction or order or notification issued by the Executive Committee; or
- (e) the licensee has contravened any provision of the Regulation or these Rules.

Provided that no licence shall be cancelled without giving the opportunity of being heard to the licensee.

- (2) No person whose licence having been cancelled under sub-rule (1) above shall be entitled for grant of any licence and such person shall also be debarred from being an agent to any licensee.
- (a) The Licensing Officer while ordering cancellation of a licence, shall specify a date from which the cancellation takes effect.
- (b) Apart from the cancellation of licence under these Rules, the Licensing Officer with the approval of the Executive Member in-charge may impose any penalty, which he deems appropriate.

CHAPTER II

20. Non-tribal employee's service licence:-

- (1) Any person who employ or engage a non-tribal as employee or agent shall within thirty days from the date of such employment obtain the employee's service licence for his non-tribal employee or agent in his trade or business as required under the proviso to Section 3(2) of the Regulation.
- (2) The application for Non-tribal employee's service licence shall be submitted to the Licensing Officer in Form C of these Rules which can be obtained on payment of Rs. 20/- (Rupees Twenty) only per Form or at the rate as may be specified by the Executive Committee from time to time.
- (3) The application shall be filed in triplicate and shall be accompanied by:-
 - (a) Elector Photo Identity Card.
 - (b) Two passport size photographs of the employee.
 - (c) Recommendation of the village headman where the place of employment is located.

- (d) Such other documents or information as the Licensing Officer may seek such as Permanent Residential Certificate issued by the Deputy Commissioner or Collector or Panchayat of the place of residence of such employee.

21. Scrutiny of Application and Calling for Additional Information

- (1) Upon receipt of the application for grant of Non-tribal employee's service licence, the Licensing Officer shall within a period of seven days scrutinize the application, and if required for additional information or documents, shall direct the applicant to file such additional information or documents within a period of ten days from the date of the order.
- (2) If the Licensing Officer found that the application and the accompanying documents are complete in all respects or upon receipt of the additional information or documents, shall pass an order within 7 (Seven) days recommending the grant of licence and submit the same to the Executive Member in-charge for approval.
- (3) Where the Licensing Officer after due processing of the application considered it to be rejected, he shall inform the applicant of such refusal enclosing a copy of the reasoned order.
- (4) An appeal shall lie to the Executive Member in-charge against any order passed by the Licensing Officer, provided the appeal is preferred within thirty days of the date of order appealed against.
- (5) The Licensing Officer shall dispose the application within a period of thirty days from the date of receipt of the application.

22. Grant of Non-tribal employee's service licence:-

- (1) On receiving the recommendation of the Licensing Officer, the Executive Member may approve or refuse to grant Non-tribal employee's service licence.
- (2) If the Executive Member approved to grant the Licence, the Licensing Officer shall inform the applicant of such approval and fix the date for payment of annual service licence fee of Rs. 500/- (Rupees Five hundred) only or at the rate as may be specified by the Executive Committee from time to time and on payment of such fee the Licensing Officer shall issue the licence as prescribed in Form "D" of these Rules.

23. Rejection of Application for grant of service licence:-

- (1) On receiving the recommendation of the Licensing Officer, the Executive Member shall have the power to call for further inquiry; otherwise after giving due opportunity of hearing to the applicant may grant the licence or reject the application for reasons to be recorded in writing.
- (2) The Executive Member in-charge in an appeal filed before him may call for records and may direct for further enquiry and pass such order or orders after hearing both the parties.
- (3) Where the Executive Member has rejected the application or the appeal, the applicant shall be informed of such rejection along with a copy of the reasoned order of the Executive Member.
- (4) An appeal shall lie to the Executive Committee against any order passed by the Executive Member, provided the appeal is preferred within 30 (thirty) days of the date of order appealed against.

24. Term of the Service Licence:-

The non-tribal employee's service licence issued or renewed under these Rules shall be valid for a period of one year.

25. Renewal of Licence:-

- (1) An application for renewal of non-tribal employee's service licence shall be submitted to the Licensing Officer thirty days before the date of expiry of the licence and accompanied by a renewal fee of Rs. 50/- (Rupees Fifty) only or at the rate as may be specified by the Executive Committee from time to time.
- (2) If the licensee fails to apply for renewal of the licence within a period of Thirty days from the date of its expiry, the licence shall automatically stands cancelled.

26. Power to check Non-Tribal Employee's Service licence: -

- (1) The Licensing Officer or any Officer duly authorized by the Executive Committee may at any reasonable time enter any premises to check the possession of the Non-Tribal Employee's Service Licence and direct the

employer to obtain for his Non-Tribal employee's such licence as required under these Rules.

- (2) The Licensing Officer or any Officer when exercising the power under this Rule shall declare his identity and shall produce his authority in writing to any person affected by the exercise of such power.

CHAPTER III

27. Officers and Staffs:-

- (1) The responsibility of over all charge and control of the Officers and staffs shall primarily rest with the Secretary, Executive Committee.
- (2) The Executive Committee shall appoint the Licensing Officer who will exercise the duties, functions and powers for implementation and carrying out the purpose of the Regulation and of these Rules. Such appointment and delegation of powers shall be made by a notification to be issued by the Secretary, Executive Committee and published in the Gazette.
- (3) The Executive Committee may appoint an Asst. Licensing Officer, Inspector, Asst. Inspector, Sub-Inspector, Supervisor, Superintendent, Enforcement staff and others as may be required who will be allotted with duties and functional responsibilities. Such allocation of functional responsibilities shall clearly be made by an official order to be issued by the Licensing Officer.
- (4) The Licensing Officer shall be responsible for the smooth and efficient implementation of the provisions of the Regulation and of these Rules. The Licensing Officer may from time to time with the approval of the Executive Committee issue any direction or order or instruction with regard to the implementation of these Rules.
- (5) (a) The Licensing Officer shall take all necessary steps to ensure that the District Head of the State or Central Government or any other authority furnishes to him the name of all Non-Tribal who carry on any trade or contract business in their office for the purpose of issuing of licence as required under the Rules.

(b) For the purpose of clause (a) above if circumstances arises, the Secretary, Executive Committee shall take step to pursue the matter with Government or the head of the Department to compel the District Head to furnish the information and to abide by the provisions of these Rules.

28. Maintenance of Records: -

- (1) The Licensing Officer shall maintain a Register recording the particulars of all the non-tribal traders to whom Trading Licences are issued, indicating their Names, Address, Place of Operation, Licence Number and Date, Licence Fee and Date of Expiry of the Licence. Every entry in the Register shall be signed by the Licensing Officer.
- (2) The Licensing Officer shall maintain a Register of non-tribal to whom Employee's Service Licences are issued and enter their Names, Address, Service Licence Number and Date, Service Licence Fee and Date of Expiry of the Service Licence. Every entry in the Register shall be signed by the Licensing Officer.
- (3) The Licensing Officer shall collect and compile all statistics relating to the type of trade for which Trading Licence is issued in each area of the Autonomous District. Such statistics with detail report shall be furnished by the Licensing Officer to the Secretary, Executive Committee latest by the month of January every year for placing the same before the Executive Committee.

29. Maintenance of Accounts: -

- (1) (a) The accounts of all the amount received from Trading by Non-Tribal for each financial year shall be maintained by the Licensing Officer. The accounts shall clearly indicate the date of receipt, the receipt No., challan No., particular of receipt amount received separately for application fee, renewal fee, licence fee, fine, compound fee, forfeitures and other receipts on Trading by Non-Tribal.

(b) The accounts shall be verified every month or as frequently as may be required with the Accounts Officer incharge Receipt Cell relating to the remittance of the receipts collected to the District Fund in the Treasury. Discrepancy if any shall be reconciled and any amount not credited to the Treasury shall promptly be reported to the Secretary, Executive Committee.

(c) The Licensing Officer shall compile an account of the amount received in the last financial year and nine months of the current financial year i.e, from April to December. Such statement of Accounts shall be furnished to the Secretary, Executive Committee in the month of January every year for placing in the Executive Committee. A copy of the said statement shall also be furnished to the Account Officer in-charge Receipt Cell.

- (2) (a) The accounts of all the Receipts from the Non-Tribal employees Service Licence shall be maintained separately by the Licensing Officer indicating therein clearly the amount received from application fee, Service Licence fee, late fee, fine and all other fees relating with the Non-Tribal Service Licence fee.
- (b) The accounts shall be verified with the Account Officer in-charge Receipt Cell and action shall be taken in the manners as prescribe under sub-rule 1(b) above.
- (c) The statement of accounts of the Non-Tribal employee's Service licence shall be compiled in a manner as specified in sub-rule 1(c) above and the same shall be furnished to the Secretary, Executive Committee for placing in the Executive Committee. A copy of the said statement shall also be furnished to the Account Officer in-charge Receipt Cell.
- (3) The Licensing Officer shall produce all accounts, registers, documents, subsidiary papers, treasury challans, receipt books, relevant files and other documents to the audit authority for investigation when called for audit.

30. Penalty:-

- (1) **Penalty for illegal trade** : Any person who deals with any commodity specified in Schedule – I without a valid licence as required under the Regulation and these Rules shall be liable to pay a fine of Rupees One thousand only or an amount equivalent to the annual licence fee of such commodity whichever is higher.
- (2) **Penalty for trading in benami** : Any person who is trading in benami shall be liable to pay a fine of Rupees One thousand only or an amount equivalent to the annual licence fee of such commodity whichever is higher.
- (3) The Licensing Officer or Officer authorized by him shall seize all such commodities of the person mentioned in sub-rules (1) and (2) above and shall deal with the commodities in accordance with the provisions of these Rules.
- (4) **Penalty for contravention of the licence** : Any person who is in possession of a licence under the Regulation and these Rules is carrying out any trade in contravention of the terms and conditions of the licence shall be liable to pay a fine of Rupees One thousand only or an amount equivalent to the annual licence fee of such commodity whichever is higher. The Licensing Officer shall forthwith seize the licence and seal the shop, seize the property and deal with the same in accordance with the provisions of these Rules.

- (5) The Licensing Officer shall after due hearing to the licensee pass such necessary order and impose further penalty within the maximum limit of Rs. 1,00,000/- (Rupees One lakh) only or cancel the licence or both.

31. Miscellaneous: -

If any difficulty arises as to the implementation of these Rules or any other matter connected therewith, the Executive Committee may by order do anything not consistent with these Rules which appear to the Executive Committee to be necessary for proper and smooth carrying out of the purposes of these Rules.

32. Appeal: -

All appeals preferred to the Executive Committee under the Regulation and these Rules shall be filed to the Secretary, Executive Committee within Thirty days from the date of the order appealed against and accompanied by a fee of Rs. 500/- (Rupees Five Hundred) only.

- (1) The order passed by the Executive Committee shall be final and binding on all the parties.

33. Power to amend:-

The Executive Committee with the approval of the District Council may, at any time, amend or suspend any provisions of these Rules and such amendment or suspension shall take effect from the date of publication in the Gazette.

A. H. DARNEI,

Executive Member

In-charge Trading by Non-Tribals
Jaintia Hills Autonomous District Council,
Jowai.

Dated: Jowai

The 18th November, 2015.

These Rules were passed by the District Council in its Winter Session held on the 26th November, 2015. In authentication whereof I give my signature herein.

L. S. SHYLLA,

Chairman,

Jaintia Hills Autonomous District Council,
Jowai.

**THE JAINTIA HILLS AUTONOMOUS DISTRICT
(TRADING BY NON-TRIBALS) RULES, 2015
[Rule 3(1)]**

SCHEDULE - I

PART 'A' - AGRICULTURAL PRODUCES

Agricultural produces: -

1. Oilseeds
2. Ginger
3. Onion
4. Chilly including dry chilly and green chilly
5. Potato
6. Vegetables
7. Pepper and Tipu
8. Rice including paddy
9. Wheat and Flour including atta, maida and suji
10. Other category of flour
11. Maize
12. Millets
13. Other grains
14. Grams and nuts
15. Fresh and dried betel nut
16. Betel leaves
17. Fruits
18. Pulses
19. Spices
20. Garlic
21. Tobacco leaves including powdered tobacco
22. Paddy or wheat husks
23. Tea leaves (Raw)
24. Any other item not specified under Part 'A' of this Schedule.
25. For trade in all agricultural commodities.

PART 'B' – Forest Produces: -

Forest Produces: -

1. Timber including round log, sawn or peeled timber and any size plank
2. Bamboo
3. Bally posts
4. Firewood
5. Broom stick
6. Charcoal
7. Tezpatta
8. Black pepper
9. Dhupwood
10. Cane
11. Resin
12. Lac
13. Bark
14. Dugouts
15. Honey
16. Sand
17. Latex
18. Emblica officinalis (Indian gooseberry)
19. Any other item not specified under Part 'B' of this Schedule.

PART 'C' – General Trades: -

Item of Trades: -

1. Groceries
2. Hosieries
3. Stationeries
4. Other consumer's items including cosmetics and toiletries
5. Livestock feeds
6. Confectioneries
7. Beverages/Soft drinks/Ice cream
8. Processed foods/fruit items
9. Hardware and other construction materials including metallic/glass/tiles and slabs/synthetic items/paints/sanitary wares and fitting etc.
10. Furniture including cane, wooden and steel
11. Household appliances and utensils

12. Other household furnishings including carpets etc.
13. Electrical appliances and equipments
14. Video, Audio, Audio appliances
15. Machineries
16. Spare parts and other mechanical and automobile accessories
17. Automobiles, three wheelers and two wheelers, tractors, power tillers and sale agency.
18. Time pieces
19. Electronics including computers, mobiles, etc. (hardware and software)
20. Pharmaceutical goods and medical equipments
21. Livestock medicines and equipments
22. Book Stalls
23. Newspapers and Magazines
24. Optical and Optics
25. Textiles
26. Readymade garments
27. Used garments
28. Leather goods including foam leather
29. Hides and skins
30. Trunks/suitcase/hold-on/brief case (metallic, leather, synthetic plastic or jute)
31. Other synthetic items including foam
32. Sports goods, tools and implements
33. Toys including small and medium bicycle, tricycle
34. Bicycle (non-mechanize)
35. Musical instruments
36. Fresh and dried fish
37. Meat (mutton, beef, pork and chicken etc.)
38. Egg and spices stall
39. Studio (Films and cameras)
40. Tyres and tubes (Sale)
41. Tyres and tubes (Services and Repair)
42. Sewing machine, knitting machine including parts and accessories thereof
43. Arms and Ammunitions
44. Chemicals and scientific equipments
45. Footwear
46. Wine stores and bonded warehouse
47. Packing materials (plastic, paper, synthetic or jute etc.)
48. Tobacco base products

49. Fertilizers and manures
50. Molasses
51. Any other item not specified in Part 'C' of this Schedule.

PART 'D' - Industrial Units: -

Industrial Units: -

1. Agro-based industrial units including food processing, fruit processing, bakery, distillery, beverage, soft drinks manufacturing units.
2. Forest based industrial units including Saw Mills, Veneer Mills, Carpentry, Plywood, Jute Mills, Wooden Boards manufacturing units.
3. Mineral - based industrial units including cooking plants, lime kiln, brick-kiln, pottery, steel fabrication, black smithy, gold smithy, barbed wire and goat proof-fencing materials, jewellery making and manufacturing units.
4. Stone crushing
5. Hollow block making
6. Electric posts/poles making including cement and iron
7. Printing press
8. Home pipe manufacturing
9. Medium and Heavy vehicle body making
10. Tannery
11. Livestock farming including fish farming
12. Plastic goods manufacturing units
13. Candle
14. Soap
15. Cement plant
16. Clinker plant
17. Coke factories/ industries
18. Captive power plant
19. Any other industrial unit not specified in Part 'D' of this Schedule.

PART 'E' - Trades in mineral ores and mineral based products including import export: -

1. Coal
2. Lime stone
3. Sillimanite
4. Boulder and stone chips
5. Granite
6. Clay
7. Cement

8. Hydrated lime/De-hydrated lime
9. Clinker
10. Any other mineral ore not specified in Part 'E' of this Schedule.

PART 'F' - Services: -

1. Transport service
2. Professional services, practice and consultancy
3. Automobile repair and overhauling including spraying, welding, wiring, hood and seat making and servicing and other mechanical repairs
4. Construction works including roads, buildings and other installations
5. Electrical wiring (buildings and other installations)
6. General Supplies including supplies to Government and other private or public organizations
7. Petrol and diesel service stations
8. Kerosene depots
9. Consignment agency and carriage service
10. Earth moving
11. Hauling service
12. Travel agencies
13. Advertising
14. Typing, Cyclostyling, Photo copying, PCO's/STD/ISD, Fax, Lamination and allied services
15. Photographic and Video recording
16. Publishing and Publication
17. Electronic and electrical repairing
18. Milk supply
19. Health clinic
20. Nursing Homes and Medical clinics
21. Beauty Parlours
22. Hair cutting saloon
23. Food and lodgings including hotels, restaurants, tea stalls, roadside dhabas, roadside bars and fast food packing centres.
24. Dry cleaning and laundry
25. Tailoring with or without sale of materials
26. Repairing of watches and other time pieces
27. Shoe repairing
28. Sales agency, franchise service and allied service
29. Plumbing

30. Artisan
31. Labour service and agency
32. Sign Board making, rubber stamp making and photo framing
33. Other export and import services
34. Quilt making and allied vocation
35. Insurance and assurance services
36. Financing services
37. Stock and share brokerage
38. Mobile service/internet service provider
39. Mobile tower.
40. Any other service not specified in Part 'F' of this Schedule.

PART 'G' - Entertainment Services: -

Categories of entertainment service: -

1. Cinema
2. Video Parlours
3. Cable TV Networks including Dish TV and all its technological varieties
4. Video/Audio Cassette Library
5. Fair and Melas including Circus Show
6. Any other form of profit-earning entertainments.

PART 'H' - Profit-earning Institutions: -

Types of institutions: -

1. Educational Institute with or without boarding
2. Vocational and professional training institute
3. Physical training institute
4. Any other not specified in Part 'H' of this Schedule.

PART 'I' - Miscellaneous Items of Business or Trade: -

Items of business or trade: -

1. Betting /Lottery
2. Other games of chance
3. Exhibitions-cum-sale/auction
4. Any other not specified in Part 'I' of this Schedule.

PART 'J' – Purchase for Export: -

Purchase for export: - Purchase of raw materials, semi-finished products, finished products for export outside of the Autonomous District by person Non-resident of the District or Firm based outside of the District.

PART 'K' – For Individual, Firm, Agency or Company Not Based Within The Autonomous District: -

1. Contract works in the Autonomous District where technical expertise is not available from resident/agency/firm/company based within Autonomous District for specialized execution.
2. Supply of machineries and supply of materials by a manufacturing unit or its agent whenever no individual resident of the District or agency, firm or company based in the District are capable of supplying.
3. Any other item not specified in Part 'K' of this Schedule.

PART 'L' – Hawking – on head load: -

Items of trades: -

1. Food items
2. Agricultural produces
3. Household utensils
4. Textiles pieces and readymade garments
5. Cosmetics and ornaments
6. Any other item not specified in Part 'L' of this Schedule.

PART 'M' – For Trade in Weekly Markets: -

Categories of trades: -

1. Any item as specified in Part 'A' to Part 'M' of this Schedule.
2. Any other item not specified in Part 'M' of this Schedule.

**THE JAINTIA HILLS AUTONOMOUS DISTRICT
(TRADING BY NON-TRIBALS) RULES, 2015
[Rule 10]**

SCHEDULE - II

PART 'A' - License fee for dealing in agricultural produces specified in Part 'A' of the First Schedule shall be as follows: -

AGRICULTURAL PRODUCES

Sl. No.	Name of Commodity	Rate of License Fee		
		Retail (Rs.)	Wholesale (Rs.)	Stockiest (Rs.)
1	Oilseeds	700	1000	2500
2	Ginger	750	15000	20000
3	Onion	550	700	2000
4	Chilly: -			
	(i) Dry Chilly	550	700	2000
	(ii) Green Chilly	550	700	
5	Potato	700	1000	2000
6	Vegetables	700	1000	2000
7	Pepper and Tippu	700	1000	
8	Rice including paddy: -			
	(i) Rice: -	850	1200	2500
	(ii) Paddy	850	1200	2500
9	Wheat including atta, maida, and suji: -			
	(i) Wheat	700	1000	2000
	(ii) Atta	700	1000	2000
	(iii) Maida	500	750	1000
	(iv) Suji	500	750	1000
10	Other category of flour	-	350	750
11	Maize	600	800	1000
12	Millet	700	1000	1500
13	Other grains	500	750	1000
14	Gram & nuts	500	750	1000
15	Fresh and Dried Betel nut: -			
	(i) Fresh Betel nut	700	1000	2000
	(ii) Dried Betel nut	700	1000	2000
16	Betel Leaves	700	1000	2000
17	Fruits	700	12000	15000
18	Pulses	500	1000	1500
19	Spices	500	1000	1500
20	Garlic	500	1000	1500

Sl. No.	Name of Commodity	Rate of License Fee		
		Retail (Rs.)	Wholesale (Rs.)	Stockiest (Rs.)
21	Tobacco leaves including powdered tobacco: -			
	(i) Tobacco leaves	700	1000	2500
	(ii) Powdered leaves	700	1000	2500
22	Paddy and Wheat husks: -			
	(i) Paddy husk	750	1500	2500
	(ii) Wheat husk	750	1500	2500
23	Tea leaves (raw)	700	1000	2500
24	Any other item not specified in Part 'A' of the First Schedule			
25	For trade in all agricultural commodities.		25000	

Provided that for trade in any additional item specified under Part 'A' of this Schedule over and above anyone of the items of Part 'A' of the same Schedule as main item, an additional fee at the rate of one-fourth of the prescribed license fee (rounded to the nearest rupee) for such additional item shall be added to the prescribed license fee of the main item.

Provided further that for any item of agricultural produce not specified in Part 'A' of the First Schedule, the rate of license fee shall be assessed and fixed by an Officer or Officers authorized for such purpose by the Executive Committee.

PART 'B' - License fee for dealing in forest produces specified in Part 'B' of the First Schedule shall be as follows: -

FOREST PRODUCES

Sl. No.	Name of Commodity	Rate of License Fee		
		Retail (Rs.)	Wholesale (Rs.)	Stockiest (Rs.)
1	Timber including round log			
	And sawn timber: -			
	(i) Round log	20000	20000	26000
	(ii) Sawn timber	20000	20000	26000
	(iii) Peeled timber	20000	20000	26000

Sl. No.	Name of Commodity	Rate of License Fee		
		Retail (Rs.)	Wholesale (Rs.)	Stockiest (Rs.)
2	Bamboo	750	5600	7500
3	Bally posts	750	5600	7500
4	Firewood	750	5600	7000
5	Broomstick	750	11500	15000
6	Charcoal	750	5600	7500
7	Tezpata	750	5600	7500
8	Black pepper	750	5600	7500
9	Dhupwood	750	5600	7500
10	Cane	750	5600	7500
11	Resin	750	5600	7500
12	Lac	750	5600	7500
13	Bark	750	5600	7500
14	Dugouts	750	5600	7500
15	Honey	750	5600	7500
16	Sand	5000	15000	20000
17	Latex	750	1500	2000
18	Emblica Officinalis	750	3500	5000
19	Any other item not specified in Part 'B' of the First Schedule.			

Provided that for trade in any additional item specified under Part 'B' of this Schedule over and above anyone of the items of Part 'B' of the same Schedule as main item, an additional fee at the rate of one-fourth of the prescribed license fee for such additional item shall be added to the prescribed license fee (rounded to the nearest rupee) of the main item.

Provided further that for any item of forest produce not specified in Part 'B' of the First Schedule, the rate of license fee shall be assessed and fixed for such purpose by the Executive Committee.

PART 'C' - License fee for dealing in general trades specified in Part 'C' of the First Schedule shall be as follows: -

GENERAL TRADES

Sl. No.	Name of Commodity	Rate of License Fee		
		Retail (Rs.)	Wholesale (Rs.)	Stockiest (Rs.)
1	Groceries: - • Small G.T.O upto 5 Lacs • Medium G.T.O 5 - 10 Lacs • Big G.T.O more than 10 Lacs	1000 1500 2000	} 3000	5000
2	Hosieries	1500	3000	3500
3	Stationeries	2000	3000	3500
4	Other consumers' items including cosmetics and toiletries	2000	3000	3500

NOTE: - G.T.O stands for Gross Turn Over.

Sl. No.	Name of Commodity	Rate of License Fee		
		Retail (Rs.)	Wholesale (Rs.)	Stockiest (Rs.)
5	Livestock feeds	2000	3000	3500
6	Confectioneries	2000	3000	3500
7	Beverages/Soft drinks/Ice creams	2000	3000	3500
8	Possessed food and fruit items	2000	3000	3500
9	Hardware and other construction materials including metallic/glass/tiles and slabs/paints/sanitary wares and fittings, plywood and wooden board etc	10000	15000	20000
10	Furniture (Cane, Wooden, Steel).	4000	5000	10000
11	Household appliances and utensils	2000	3000	3500
12	Other household furnishings	2000	3000	3500
13	Electrical appliances and equipments	4500	5000	10000
14	Video, Audio appliances	2000	3000	5000
15	Machineries	5000	10000	15000
16	Spare parts and other mechanical and automobile accessories: - • Small • Medium • Big	5000 7500 10000	15000	20000

Sl. No.	Name of Commodity	Rate of License Fee		
		Retail (Rs.)	Wholesale (Rs.)	Stockiest (Rs.)
17	Automobile, three wheelers and two wheelers, tractors, power tillers, sale agency (Mechanical): - <ul style="list-style-type: none"> • Small (two wheelers) • Medium (three wheelers) • Big (four wheelers & above) 	5000 10000 15000	- - -	- - -
18	Time pieces: - Watch/Clock	2700		
19	Electronics including sales, service, accessories, etc. <ul style="list-style-type: none"> • Computers • Mobiles • TV/Radio etc. 	5000 5000 5000	8000 8000 8000	10000 10000 10000
20	Pharmaceutical goods and medical equipments (Medical Stores and Supplies)	4500	6000	10000
21	Livestock medicines and equipments	2500	4000	6000
22	Book stall	1200	1500	2000
23	Newspaper and magazines	500	1000	1500
24	Optical and optics	1000	1500	2000
25	Textile	1000	3000	5000
26	Readymade garments	2000	3000	3500
27	Used garments	1000	1500	2000
28	Leather and (foam leather) goods	1000	1500	2000
29	Hide and Skin	2000		
30	Trunks/suitcase/hold on/brief case (metallic, leather, synthetic plastic or jute)	1000	1500	3500
31	Other synthetic items	1000	1500	3500
32	Sports goods, tools and implements	1500	2000	3500

Sl. No.	Name of Commodity	Rate of License Fee		
		Retail (Rs.)	Wholesale (Rs.)	Stockiest (Rs.)
33	Toys including small/medium bicycle and tricycle	1000	1500	2000
34	Bicycle (Non-mechanize)	1000	1500	2000
35	Musical instruments	1000	1500	2500
36	Fresh and Dried Fish: - (a) Fresh Fish (b) Dried Fish	2500 2500	3500 3500	5000
37	Meat (Mutton, beef, pork and chicken etc)	2500		
38	Egg & Spices Stall	2500	3000	3500
39	Studio (Films and cameras)	4000		
40	Tyres and tubes (Sale)	5000	7000	10000
41	Tyres and tubes • Air service and repair • Repairing, rethreading, etc	2700 5000		
42	Sewing machine and knitting machines including parts and accessories thereof	1000	1500	2000
43	Arms and ammunitions	1500	2000	3500
44	Chemical and scientific equipments	3000	5000	7500
45	Footwear	3000	5000	7500
46	Wine store and bonded warehouse : - (a) Wine Store (b) Bonded Warehouse	10000	20000	25000
47	Packing materials (Plastic, paper, Synthetic, jute, etc.)	1000	1500	2000
48	Tobacco based products	1000	5000	7500
49	Fertilizers and manures	1000	3000	5000
50	Molasses	500	1000	2000
51	Any other item not specified in Part 'C' of this Schedule.			

Provided that for trade in any additional item specified under Part 'C' of this Schedule over and above anyone of the items of Part 'C' of the same Schedule as main item, an additional fee at the rate of one-fourth of the prescribed license fee (rounded to the nearest rupee) for such additional item shall be added to the prescribed license fee of the main item.

Provided further that for any item of general trade not specified in Part 'C' of the First Schedule, the rate of license fee shall be assessed and fixed by an Officer or Officers authorized for such purpose by the Executive Committee.

PART 'D' - License fee for operating of industrial units specified in Part 'D' of the First Schedule shall be as follows: -

INDUSTRIAL UNITS

SL. No.	Type of Industrial unit	Rate of License Fee [in Rupees (Rs.)]		
		Small	Medium	Big
1	Agro-based industrial units	1000	3000	10000
2	Forest based industrial units	1000	3000	10000
3	Mineral based industrial units	1000	3000	10000
4	Stone crushing	2500	5000	10000
5	Hollow Block making	800	1000	1500
6	Electric pole making (cement/iron)	2000	3000	8000
7	Printing Press	1000	3000	8000
8	Hume pipe manufacturing	1000	3000	8000
9	Medium and heavy vehicle body making	2500	5000	10000
10	Tannery	1000	2500	5000
11	Livestock farming including fish farming	750	1000	2500
12	Plastics goods manufacturing units	2000	4000	10000
13	Candle	1000	-	3000
14	Soap	1500	-	3500
SL. No.	Type of Industrial unit	Production Capacity		Rate of License Fee [in Rs.]
15	Cement Plant	Upto 3 Lacs MTPA		300000
		Above 3 Lacs MTPA upto 6 Lacs MTPA		450000
		Above 6 Lacs MTPA upto 9 Lacs MTPA		675000
		Above 9 Lacs MTPA upto 12 Lacs MTPA		1012500
		Above 12 Lacs MTPA upto 15 Lacs MTPA		1518750
		Above 15 Lacs MTPA		2000000

* MTPA - Million Ton Per Annum.

SL. No.	Type of Industrial unit	Production Capacity	Rate of License Fee [in Rs.]	
16	Clinker plant (Cement)	Upto 3 Lacs MTPA	150000	
		Above 3 Lacs MTPA upto 6 Lacs MTPA	225000	
		Above 6 Lacs MTPA upto 9 Lacs MTPA	337500	
		Above 9 Lacs MTPA upto 12 Lacs MTPA	506260	
		Above 12 Lacs MTPA upto 15 Lacs MTPA	759375	
		Above 15 Lacs MTPA	1140062 Or as may fixed by the E.C. from time to time.	
17	Coke factories/ industries	Upto 3 Lacs MTPA	50000	
		Above 3 Lacs MTPA upto 9 Lacs MTPA	80000	
		9 Lacs and above	120000	
SL. No.	Type of Industrial unit	Rate of License Fee [in Rupees (Rs.)]		
		Upto 15 MW	Above 15-30 MW	Above 30 Mw
18	Captive Power Plant	150000	225000	300000
19	Any other industrial unit not specified in Part 'D' of this Schedule.			

*MW - Mega Watt

Provided that for any other industrial unit not specified under Part 'D' of the First Schedule, the rate of license fee shall be assessed and fixed for such purpose by the Executive Committee.

Part 'E' - License fee for trades in mineral ore and mineral and mineral based products including import and export: -

MINERAL ORE AND MINERAL BASED PRODUCTS

Sl. No.	Items of trade	Rate of License Fee (Rs.)
1	Coal	76000
2	Limestone	18500
3	Sillimanite	5000
4	Boulder and stone chips	5000
5	Granite	5000

Sl. No.	Type of Service	Rate of License Fee (Rs.)
1	Transport service: - (i) Local taxi, tourist taxi, jeep with trailer: - <ul style="list-style-type: none"> • 5 seaters 500 • 10 seaters 750 (ii) City bus and city mini bus 1000 (iii) Bazaar bus and line bus 1000 (iv) Tourist Bus with Zonal/National permit: - <ul style="list-style-type: none"> • Small 1000 • Big 1500 (v) Public career truck 1000 (vi) Truck with Zonal/National permit: - 1500 (vii) Auto rickshaw (three wheelers) 500	
2	Professional service, practice and consultancy	2000
3	Automobile repair and over-hauling, including spraying, wiring, welding, hood and seat making and servicing etc.	2000

Sl. No.	Type of Service	Rate of License Fee (Rs.)
4	Constructions works including roads, buildings and other installations: - <ul style="list-style-type: none"> • Class - I Category • Class - II Category • Class - III Category • Class - IV Category As per State P.W.D/C.P.W.D norms	50000 25000 12500 6250
5	Electrical wiring(buildings and other installations): - <ul style="list-style-type: none"> • Small Category • Medium Category • Big Category 	1500 2500 10000
6	General supplies including supplies to Government and other private or public organizations: -	
	<ul style="list-style-type: none"> • Small • Medium • Big 	1000 3500 10000
7	Petrol and diesel service stations	58500
8	Kerosene Depot	11700
9	Consignments agency, Transport agency and carriage service <ul style="list-style-type: none"> • Small • Big 	5000 10000
10	Earth moving: - <ul style="list-style-type: none"> • Small • Big 	3000 8000
11	Hauling	3000
12	Travel agencies: - <ul style="list-style-type: none"> • Small • Big 	2500 5000
13	Advertising: - <ul style="list-style-type: none"> • Small • Medium • Big 	1500 3500 8000
14	Typing, Cyclostyling, Photo copying, PCOs (STD/ISD), Fax, Lamination, Cyber Café and allied service: - <ul style="list-style-type: none"> • Small • Medium • Big 	500 1000 2000

Sl. No.	Type of Service	Rate of License Fee (Rs.)
15	Photographic and video recording: - <ul style="list-style-type: none"> • Small • Medium • Big 	500 1000 2500
16	Publishing and publications	5000
17	Electronic and electrical repairs: - <ul style="list-style-type: none"> • Small • Big 	1000 2000
18	Milk supply: - <ul style="list-style-type: none"> • Small • Medium • Big 	1000 2000 5000
19	Nursing Homes and Medical Clinics: - <ul style="list-style-type: none"> (a) Nursing Homes: - <ul style="list-style-type: none"> • Small • Medium • Big (b) Medical Clinics: - <ul style="list-style-type: none"> • Doctor's Chamber • Diagnostic, Pharmacy, lab, etc 	2500 5000 10,000 1000 3000
20	Beauty Parlours	2000
21	Hair cutting saloon	2000
22	Food and Lodging: - <ul style="list-style-type: none"> (a) Hotel (b) Restaurant (c) Tea Stall (d) Road-side Dhabas (e) Road-side Bar (f) Fast Food packing centre 	15000 5000 3000 20000 5000 3000
23	Dry cleaning and laundry: - <ul style="list-style-type: none"> (a) Dry Cleaning (b) Laundry 	5000 2000
24	Tailoring: - <ul style="list-style-type: none"> (a) With sale of cloth material (b) Without sale of cloth material 	5850 3500

Sl. No.	Type of Service	Rate of License Fee (Rs.)
25	Repairing of watches and other time pieces: - <ul style="list-style-type: none"> • Small • Medium • Big 	300 500 750
26	Shoe repairing: - <ul style="list-style-type: none"> • Small • Big 	300 500
27	Sale agency, franchise service and allied service: - <ul style="list-style-type: none"> • Small • Big 	2500 10000
28	Plumbing	2000
29	Artisans	1000
30	Labour service and agency: - <ul style="list-style-type: none"> (a) Labour service: - <ul style="list-style-type: none"> • Unskilled • Semi-skilled • Skilled (b) Labour agency (c) Security agency 	500 700 1000 2500 5000
31	Signboard making, rubber stamp making and Photo framing: - <ul style="list-style-type: none"> (a) Signboard making: - <ul style="list-style-type: none"> • Small • Medium • Big (b) Rubber Stamp making (c) Photo framing <ul style="list-style-type: none"> • Small • Medium • Big 	750 1000 2500 500 500 750 1000
32	Other export and import service: - <ul style="list-style-type: none"> • Medium • Big 	5000 10,000
33	Quilt and pillow making and servicing	1500
34	Insurance and assurance service	20000
35	Financing service	20000

Sl. No.	Type of Service	Rate of License Fee (Rs.)
36	Stock and share brokerage	20000
37	Mobile service/Internet service provider	20000
38	Mobile tower (per tower per network)	5000
39	Any other service not specified in Part 'F' of this Schedule	

Provided that for any type of service not specified in Part 'F' of the First Schedule, the rate of license fee shall be assessed and fixed by an Officer or Officers authorized by the Executive Committee for such purpose.

PART 'G' - License fee for entertainment service: -

Sl. No.	Type of Service	Rate of License Fee (Rs.)
1	Cinema	15000
2	Video Parlours: - <ul style="list-style-type: none"> • Small • Medium • Big 	1500 2000 2500
3	Cable TV Network including Dish TV and all its technological varieties	5000
4	Video/ Audio Cassette Library	3000
5	Fair and Melas including Circus show	20000
6	Any other form of entertainment not specified in Part 'G' of this Schedule.	

Provided that for any type of entertainment service not specified in Part 'G' of the First Schedule, the rate of license fee shall be assessed and fixed for such purpose by the Executive Committee.

PART 'H' - License fee for profit - earning institutions: -

Sl. No.	Type of Institution	Rate of License Fee (Rs.)
1	Educational Institution:- <ul style="list-style-type: none"> (a) With boarding (b) Without boarding 	10000 5000
2	Vocational and Professional training institute: - <ul style="list-style-type: none"> • Small • Medium • Big 	2000 3500 10000

Sl. No.	Type of Institution	Rate of License Fee (Rs.)
3	Physical training institute	2000
4	Any other institution not specified in Part 'H' of this Schedule.	

Provided further that for any other type of institution not specified in Part 'H' of the First Schedule, the rate of license fee shall be assessed and fixed for such purpose by the Executive Committee.

PART 'I' - License fee on miscellaneous business of trade: -

Sl. No.	Item of Business or Trade	Rate of License Fee (Rs.)
1	Betting/Lottery: - <ul style="list-style-type: none"> • Small • Medium • Big 	500 1000 10000
2	Other games of chance	2000
3	Exhibition-cum-sale/auction: - <ul style="list-style-type: none"> • Small • Medium • Big 	1500 2500 5000
4	Any other item not specified in Part 'I' of this Schedule.	

Provided that for any item on miscellaneous business or trade not specified in Part 'I' of the First Schedule, the rate of license fee shall be assessed and fixed for such purpose by the Executive Committee.

PART 'J' - License fee for purchase of raw materials, semi-finished or finished products for export outside of the Autonomous District: -

Sl. No.	Type of Purchase	Rate of License Fee (Rs.)
1	Raw material	5000
2	Semi-finished products	10000
3	Finished products	15000

PART 'K' - License fee for individual, firm, agency or company not based within the Autonomous District: -

Sl. No.	Type of Trade	Rate of License Fee (Rs.)
1	Contract work	25000

Sl. No.	Type of Trade	Rate of License Fee (Rs.)
2	For firm etc. intending to supply materials to Government and other public undertaking and corporations: - <ul style="list-style-type: none"> • Small Upto 10 Lacs • Medium Upto 25 Lacs • Big Above 25 Lacs 	2000 5000 15000
3	Any other item not specified in Part 'K' of this Schedule.	

Provided that for any other category of work or business not specified in Part 'K' of the First Schedule, the rate of license fee shall be assessed and fixed for such purpose by the Executive Committee.

PART 'L' - Hawking on head load: -

Sl. No.	Items of Trade	Rate of License Fee (Rs.)
1	Food items	850
2	Agricultural produces	500
3	Household utensils	500
4	Textile pieces and readymade garments	500
5	Cosmetics and ornaments	500
6	Any other items not specified in Part 'L' of this Schedule	

Provided that for any other item or trade not specified in Part 'L' of the First Schedule, the rate of license fee shall be assessed and fixed for such purpose by the Executive Committee.

PART 'M' - License fee for trade in weekly markets: -

Sl. No.	Type of Purchase	Rate of License Fee (Rs.)
1	Any item(s) as specified in Part 'A' to Part 'M' of the First Schedule.	Rs. 500 per hat per year and a subsequent additional fee of Rs. 450 per additional hat per year.
2	Any other item not specified in Part 'M' of the First Schedule.	

Provided that for any other item or trade not specified in Part 'M' of the First Schedule, the rate of license fee shall be assessed and fixed for such purpose by the Executive Committee.

**THE JAINTIA HILLS AUTONOMOUS DISTRICT (TRADING BY NON-TRIBAL)
RULES, 2015.**

**[RULE 3(1) & RULE 11]
FORM "A"**

**APPLICATION FOR TRADE LICENCE/RENEWAL OF TRADE LICENCE
(To be submitted in triplicate)**

To,

**The Licensing Officer,
Jaintia Hills Autonomous District Council,
Jowai.**

Sir,

I/we am/are desirous to start/already starting the under mentioned trade within the Jaintia Hills Autonomous District. I/we would therefore request you to kindly issue me/us a new/renewal trade licence for the year _____ as required under the Provisions of Jaintia Hills Autonomous District (Trading by Non-Tribal) Regulation (Act) 2011 and the Rules made thereunder. Necessary particulars are furnished here below: -

1. Details of Applicant:-

- i. Full name of the applicant
- ii. Father's name
- iii. Mother's name
- iv. Name of spouse
- v. Present address
- vi. Permanent address
- vii. Whether citizen of India (Yes/No)

viii. Place of birth

ix. Present age/Date of birth

x. Community

xi. Numbers of years residing in Meghalaya

xii. Licence No. & date of issue of existing licence (if any)

2. Details of ownership :-

i. Company/firm/society/association/individual/etc.

ii. In case of company/firm/society/association etc:-

a. Name of company etc.

b. Registered office address

c. Registration No.

d. Principal Shareholders/Partners/Members

3. Name of trade/shop/business/service :

4. Kind of trade licence sought for :

5. Location of the trade premises :

6. Whether trade is in daily/weekly market
Specify name of market/markets :

7. Full name & add. of house owner :

8. Expected annual financial turnover of
trade/business/service for which licence applied for

8. Details of financial sources of investment : Self/ Other sources
a) If "self", certificate of financial soundness :
to be enclosed
b) If "other sources" specify name of sources :
9. Whether the applicant has been convicted of :
any offence involving moral turpitude or under
any Act, Regulation and Rules made by the
District Council
10. Whether the licence of the applicant has been cancelled :
(Yes/No) If Yes, furnish reason of cancellation :
11. Any other special consideration :

Signature of the Applicant(s)

Contact No.:

Declaration

I, Mr./Ms./Mrs. _____ S/o / D/o / W/o
Mr. _____, R/o _____ do hereby declare that all
information and particulars furnished by me are true and correct to the best of my belief and
knowledge. I further declare that the trade/business carry out or proposed to be carried out
by me conforms/shall conform to the Jaintia Hills Autonomous District (Trading by Non-
Tribal) Regulation (Act), 2011 / Rules made there under, and here-by agree to comply to the
directions or orders or notifications and all other instructions which may be issued by the
Executive Committee or the Licensing Officer from time to time.

Dated:

Place:

Signature of the Applicant(s)

Documents to be enclosed for new application for trade license to Licensing Officer:-

1. Form-A duly completed and signed by the Applicant.
2. Permanent Residential Certificate issued by the Deputy Commissioner or Collector of the place of residence of the applicant.
3. Elector Photo Identity Card.
4. Police verification report.
5. Recommendation of the village headman duly approved by the Local Dorbar.
6. Affidavit under Section 4(1)(d) of the Regulation.
7. In case of company/firm/society/association etc:-
 - a) List of Directors/ Principal Shareholders/Partners/Members, with full address and contact details.
 - b) Certificate of Registration.
 - c) Partnership Deed/Affidavit/Memorandum and Articles of Association towards constitution of the firm, etc.
8. Such other documents or information as the Licensing Officer may seek.

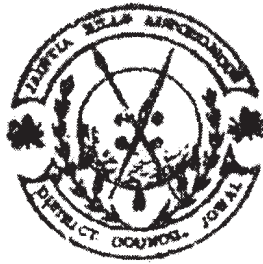
Documents to be included for renewal of license:-

1. Any change in documents or information provided during grant of previous license.
2. List of workers with their EPIC for identity proof.
3. Such other documents or information as the Licensing Officer may seek.

**THE JAINTIA HILLS AUTONOMOUS DISTRICT
(TRADING BY NON-TRIBALS) RULES, 2015**

**FORM 'B'
[RULE 5]
TRADING LICENCE**

PHOTO



License No. _____

Date of issue _____

1. Name of licensee in full : _____
2. Present Address : _____
3. Permanent Address : _____
4. Father's/Husband's name in full : _____
5. Kind of trade/business : _____
: _____
6. Commodities authorized : _____
: _____
: _____
7. Location of trade/business premises : _____
8. Date upto which the license is valid : From _____ To _____

This license is granted under and is subject to the provisions of Jaintia Hills Autonomous District (Trading by non – Tribal) Regulation (Act), 2011 and the Rules made thereunder.

Date Jowai,
The _____

Signature of Licensing Officer
Jaintia Hills Autonomous District Council
Jowai.

Renewal

Date of Renewal	Treasury Chalan No. and date paying the Licence fee	Licence fee	Renewal Period		Signature of Officer	Remarks
			From	To		

CONDITIONS OF LICENSE

A licensee shall abide by the following conditions:-

1. The licensee should not contravene any of the provisions of the Jaintia Hills Autonomous District (Trading by Non –Tribal) Regulation (Act), 2011, or these Rules.
2. The licensee shall be abide by the directions or orders or notifications and all other instructions which may be issued by the Executive Committee or the Licensing Officer from time to time for the proper and efficient regulation and control of trade under the provisions of the Jaintia Hills Autonomous District (Trading by Non –Tribal) Regulation (Act), 2011, or these Rules.
3. The licence shall maintain correct accounts of daily purchase and sales and financial transaction and such book of accounts shall be open to inspection at any time by the Licensing Officer or any other officer authorized in this behalf by the Executive Committee.
4. The licensee shall submit annual summary accounts to the Licensing Officer
5. The licensee or his agent shall produce his license for inspection whenever called upon to do so by the Licensing Officer or any other officer authorized in this behalf by the Executive Committee or any member of the Managing Committee of the particular market wherein the licensee is dealing.
6. The licensee shall deal only in such commodity/commodities and for such purpose for which he has been taken out a licence and shall do business only at the particular place specified in the license but without prejudice to the local market toll prevailing in such market in the district.
7. If the trade involves the discharge of waste products, the licensee should treat the waste products scientifically before disposing it off into the environment.

8. The licensee shall at all times maintain cleanliness and hygiene in and around the place of business.
9. The licensee shall at all times allow the Licensing Officer or any other officer duly authorized by the Executive Committee, free access into his shop, office or place of business transaction and godown and other records connected with the business for the purpose of inspection or verification whenever required.
10. The licence shall not be operative or valid in respect of any trade not covered by the license.
11. The licence is not transferable and shall only be used by the person to whom it is issued or by his authorized agent.
12. The licence shall be kept exhibited in a conspicuous place at the principal place of business and the certificate issued for each branch of the business shall be kept exhibited in a conspicuous place at that branch.
13. If the licensee or any of his agents violate any of the aforesaid conditions, his license shall be liable to cancellation.

Space for Inspection

**THE JAINTIA HILLS AUTONOMOUS DISTRICT (TRADING BY NON-TRIBAL)
RULES, 2015.**

FORM "C"

[RULE 20]

APPLICATION FOR NEW/RENEWAL NON-TRIBAL EMPLOYEE'S SERVICE LICENCE.

To,

**The Licensing Officer
Jaintia Hills Autonomous District
Council, Jowai.**

Sir,

I have the honour to request you to kindly grant me a new/renewal non-tribal employee's services licence for the year _____ as required under the Provisions of Jaintia Hills Autonomous District (Trading by Non-Tribal) Regulation (Act) 2011 and the Rules made hereunder. Necessary particulars are as given below: -

1. (a). Name of the applicant:
(In block letters)
- (b). Permanent Address:
(to be supported by certificate)
- (c). Present Address:
- (d). Age:
- (e). Sex:
- (f). Height:
- (g). Identification mark:
- (h). Married/Unmarried:
- (i). Community/Religion:
- (j). Epic No. :
(or any document for identity proof)
2. Father's Name:
3. Number of Family members
residing in Meghalaya
4. Nature of category of
Labour Service:
5. Wages drawn daily/annually:
6. Name and Address of Employee:
7. Are you citizen of India: (Yes/No)

8. Place of Employment:
(to be supported by Certificate)

9. Whether the applicant has been
convicted of any offence involving
moral turpitude or under any
Act/Rule/Regulation made by the
District Council:

10. Any other for special consideration:

I hereby declare that the statement given above are true and correct to the best of my knowledge, information and belief. If any of the statement is found to be false I am liable to any punishment as the authority deems fit and proper.

Dated:

Signature of the Applicant

Certified that Shri/Smti. is
working under me since as

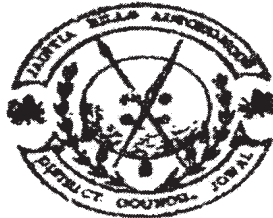
Signature of the Employer(s)

Documents to be enclosed:

1. Permanent Residential Certificate issued by the Deputy Commissioner or Collector of the place of residence of such employee.
2. Elector Photo Identity Card and two passport size photographs of the employee.
3. Recommendation of the village headman where the place of employment is located.
4. Such other documents or information as the Licensing Officer may seek.

OFFICE OF THE JAINTIA HILLS AUTONOMOUS DISTRICT COUNCIL, JOWAI.**[RULE 22(2)]****FORM "D"**

**Non-Tribal
Employee's Service
Licence.**



Photo

Licence No.

Date of Issue:

Name:

Father's Name:

Address:

Type of service rendered:

Name of Employer:

Validity 31st March 20.....

This license is granted under and is subject to the provisions of Jaintia Hills Autonomous District (Trading by non – Tribal) Regulation (Act), 2011 and the Rules made thereunder.

Date Jowai,
The

Licensing Officer
Jaintia Hills Autonomous District Council,
Jowai.

CONDITIONS: See overleaf

CONDITIONS:

1. This Licence shall not be used for any other purpose and under no circumstances shall it qualify for an applications for a permanent residence certificate.
2. This Licence is not transferable.
3. This Licence should be renewed one month before the date of expiry.
4. This Licence should be surrendered, if no longer necessary.

Renewal

Date of Renewal	Receipt No. and date	Licence fee	Renewal Period		Signature of Officer	Remarks
			From	To		